

**Request for Program Information (*Optional*)
(FOR APPROVED RFQ APPLICANTS ONLY)
College and Career Readiness and Planning**

ATTACHMENT 1: RFPI COVER SHEET

Organization Information:

Organization name: Pi Plus Tutors

Organization address: PO Box 755, Mukilteo WA 98275

If applicable, Web Address: www.piplustutors.com

Contact Information:

Contact person: Brian Forster & Alison Allen
(please print clearly)

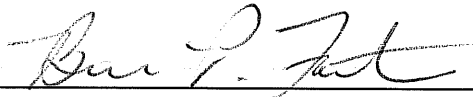
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Signature: _____



Date: _____

12/17/12

Describe your legal status and, if applicable, state of incorporation (for example, Washington state non-profit corporation, Washington state partnership, sole proprietorship:

WA LLC

Application Components and Checklist (submit in this order)

- ☒ Attachment 1: RFPI Cover Sheet
- ☒ Section A: Participants
- ☒ Section B: Strategies
- ☒ Section C: Results
- ☒ Section D: Financial Projections
- ☒ Attachment 2: RFPI Budget Template (in Excel)

College and Career Readiness RFPI

Section A: Participants

Pi Plus Tutors is equipped to serve all students identified as levy focus students. The company has identified middle school and high school students to be the focus of the College and Career Readiness program.

Pi Plus Tutors has experience working with students from low-income families who are not meeting grade-level standards and are falling behind in school. As an approved provider of Supplemental Educational Services (SES) in Washington for three consecutive years, Pi Plus provided instructional services to hundreds of low-income students, including minority students, recent immigrants and refugees, and students who are limited English proficient. Pi Plus is committed to this population of students and their success.

Middle school and high school students who are failing to pass core classes in school, combined with frequent absences have a very high dropout risk. Providing a support system and academic intervention will work to keep the students in school and passing their classes and state assessments.

Many students who will participate in this program will be first generation college students or high school graduates. Parents of these students may not have the experience, tools or motivation to provide adequate guidance for the students to prepare them for college and career, or to stay in school, which is why intervention is critical to getting the students on the right path to college and career.

At each location, Pi Plus has the capacity to serve up to 40 students.

Section B: Strategies

Key Levy Strategies

The college and career readiness strategies that Pi Plus Tutors offers will be a two-prong approach in the form of an after school instructional support program, or a college prep program. These programs are flexible and can be customized to the needs of the school and students. It is possible to offer an SAT prep course as a course during the school day, a pull-out instructional model, or even access to the online learning center for SAT prep.

The instructional program will be designed to provide targeted intervention in math and/or literacy to middle school and high school students in a small group setting. Through hands-on, standards-based activities, instructors strive to make learning fun and keep the students engaged with the ultimate goal of building lifelong learners.

Students will begin the program by taking a diagnostic assessment in language arts, math or science, which is linked to the current GLEs/Common Core Standards. The assessment results will be translated into an individualized student learning plan that identifies content standards for the student's instruction to be focused on. Each daily session will be spent implementing activities and lessons that are aligned with the student's goals and focus areas. Using frequent formative assessments allows the

instructor to pace the instruction and make content adjustments whenever necessary. While not a focus of the program, students who need assistance with homework completion may work with an instructor during part of the session to receive homework support.

Resources and curriculum will supplement what the students are utilizing during the school day. Pi Plus Tutors currently uses Illuminations hands-on math lessons, Cooperative Learning & Mathematics, essay/writing prompts, reading and discussing current young adult novels, all in conjunction to students' school curriculum.

Daily session notes will be recorded in the student's profile on Pi Plus Tutors' online data management software. Notes will include the daily instruction plan and associated EALRs, any assessment data, comments about the student's attitude and the instructor's observations from the day. On-going assessment data will be recorded and tracked using the same software. All assessment scores and daily session notes will be available to the school and the parent(s)/guardian(s) on a regular basis in the form of a weekly progress report.

Pi Plus Tutors offers a dually focused College Prep Program that aids students who are preparing to take the SAT or the ACT, along with offering guidance and counsel to students and their families about financial aid, college applications and timeline planning.

The SAT/ACT prep program is a blended learning approach to preparing for college entrance exams. Students will begin by taking a full-length diagnostic SAT or ACT test. The diagnostic score report will highlight targeted areas to improve on as a way to maximize the student's score when he/she takes the actual ACT or SAT. The students will receive small group or class instruction depending on the needs of the student and school. Instruction is related to their targeted areas, along with strategies for taking standardized tests. On-going formative assessments will be utilized to ensure students are making adequate progress. Instruction will be paced per the students' formative assessments.

Along with the in-person instruction, students will work independently using the company's online test preparation system, which includes quizzes, homework assignments and practice problems, as well as a video solution for each question. Pi Plus instructors utilize the online system to view the students' homework progress and comprehension and tailor the lessons to the needs of the group. The online learning system helps organize and analyze individual students' work in a way that supports the learning of the individual and the group.

College application timeline workshops and financial aid information sessions are two additional components that Pi Plus Tutors offers alongside the college entrance exam prep course. These supplemental programs will be focused on assisting students plan out their college application strategies, from selecting their college to writing their application essay, including applying for financial aid and scholarships. Both of these modules are offered to students as well as their parent(s)/guardian(s).

Intensity

The intensity and course structure can be flexible and will be dependent upon discussions with the school. Academic programs will be offered two days per week for 90 minutes per day. The intervention method Pi Plus is using is in conjunction with the classroom instruction and supplements what students

are learning during the school day on a more individualized basis. Ultimately, the program will run for 20 weeks when school is in session with a total of approximately 60 hours of instruction per student.

College entrance and preparation programs will be offered two days per week for two and a half hours each day, for periods of eight weeks at a time, for a total of 24 hours of in-person instruction. Self-paced supplemental instruction will take place on the company's state of the art online learning center.

Challenges

The first step in building a partnership with a school or another provider will be to establish trust and get on the same page with program objectives. An initial meeting to discuss program structure, objectives and roles will be necessary to begin a relationship with open lines of communication. An on-going partnership will require regular communication and status updates to ensure that all parties involved are well-informed and kept abreast of any updates.

Additional challenges will include attendance and participation from the students. If a student is absent from the program, it results in a missed learning opportunity. One solution that Pi Plus Tutors has found to be successful in boosting attendance is to keep the students engaged by creating a fun learning environment that the students enjoy and look forward to. Alternately, ensuring parent and classroom teacher support can be helpful in getting the students to attend. The instructors will make the courses seem different than school through the use of interactive hands-on materials, games and skill-building activities.

Parent involvement plays a large role in this program. In order to engage parents and get their buy in, trust will need to be established with them from the start. Parents will need to see the value in participating in the program, even if it is at no cost to them. A method that Pi Plus Tutors utilizes to engage parents is to hold an initial meeting with the parent(s) of each student to explain the purpose of the program and how it can benefit their family.

The older the students get, the more important it will become to keep their interest and promote their attendance at the program. Strategies to keep the middle and high school students engaged include deliberate matching with an instructor who is relatable to the student, focusing instruction on real-life examples that the student can relate to, and utilizing the instructor as a role model.

Credibility

One instructional method that Pi Plus Tutors has implemented in its academic programs is Response to Intervention (RTI) strategies. The academic program that Pi Plus offers revolves around scientifically based intervention strategies and offers frequent progress monitoring, as well as allows for adoptions or modifications depending on how the student is responding.¹

Scaffolding is a major component to Pi Plus Tutors' instruction. Instruction begins by setting the foundation and giving the students the tools to solve problems and eventually allows the students to think independently and strategically.² Instructors utilize the instructional scaffolding model by demonstrating a task, offering advice and coaching to students, thus allowing students to be self-directed learners.

Although test prep may not be necessary for everyone; however, for students who need it, it can make a big difference in their college application. Score increases of as little as 30 points can make a difference

in which school a student is admitted to. While the SAT tests on topics that students have covered in curriculum, not all students have excelled at these courses, or retained the information they learned in class. SAT prep can not only help review key content areas that are tested, but also help students learn multiple choice test-taking strategies, and understand the layout of the test and how to use that to their benefit.

An example of a strategy Pi Plus will teach is helping students identify answers that are clearly traps, such as using the wrong math function to solve for an answer. Students with Pi Plus take 4 full-length SAT diagnostic tests so that applying the techniques they learn becomes second nature. Practicing taking the test creates familiarity, increases student confidence and helps individual students understand how to maximize their approach based on their strengths and weaknesses.

The bottom line is that learning about the SAT is similar to learning about a subject in school. Pi Plus knows some believe that standardized testing is a legitimate gauge in student ability and future success in school, but the numbers don't always pan out. Pi Plus helps students overcome the hurdle of test scores so that they can continue on the path towards higher education.

Partnerships

Pi Plus Tutors' company model for working with public school systems encourages partnerships with organizations that offer a similar mission. Organizations the company has partnered with in the past have been YMCAs, Boys & Girls Clubs, daycares, parks departments and apartment complex establishments. These partnerships have offered an enhanced scope and level of service, along with a location for services to take place at. Pi Plus is willing to work in partnership to serve the students through the College and Career Readiness program.

Section C: Results

There are several key outcomes and indicators that Pi Plus Tutors is committed to achieving through the College and Career Readiness programs. Students meeting grade-level standards and making gains on all standardized tests, along with 9th graders promoting to 10th grade, students graduating on time and entering into post-secondary education are the indicators and outcomes that Pi Plus Tutors will focus on throughout the course of the College and Career Readiness programs.

During the 2011-2012 school year, Pi Plus Tutors saw an average of 26 percent growth from pre-assessment to post-assessment through the SES program across Washington. The scores are derived from an average of the difference between a student's raw pre and post assessment score in either math or reading instruction. The average increase in math was 29 percent, while the average reading increase was 23 percent. These improvements occurred during an average instruction duration of 20 hours. Students enrolled in the College & Career Readiness academic program will receive approximately 60 hours of instruction which will lead to substantially increased progress as a result of the program.

Students who have completed Pi Plus Tutors' test prep program have seen an average increase of more than 200 points on their SAT scores after an average of 30 hours of in-person instruction, combined with online learning exercises.

Section D: Financial Projections

Operating and Personnel Costs

The costs associated with running a high-quality, after-school intervention program are significant. They include insurance, hiring and training costs, curriculum licensing, facility use fees, student management and reporting systems, tutor and program management remuneration. OSPI estimated the costs associated with providing this type of programming to be \$40-\$60 per hour, per student. During the 2011-2012 school year Pi Plus Tutors delivered over 12,000 hours of service under this model. Fully, 75 percent of program revenues go directly to serving students in the form of salaries and student-related support costs.

Pi Plus Tutors' instructor and manager vetting process is rigorous and holds high expectations for service delivery personnel. Consequently, they are well compensated for their work. Starting pay ranges from \$20-25/hour depending on experience, certification(s) and role/responsibilities. Total payroll expense is budgeted at 60 percent of program revenues.

Current Funding Sources

Pi Plus Tutors does not receive outside funding from any sources at this time, other than revenues generated from private tutoring and test preparation services. Pi Plus Tutors' mission is to put passionate educators to work and connect them with inspired students regardless of funding source or their parent's ability to pay. The resources the company has to leverage are in the form of experience, infrastructure and the staff's interest in serving levy focus students.

Sources

1. "What Is RTI?" *RTI Action Network*. National Center for Learning Disabilities, n.d. Web. 14 Dec. 2012.
2. "Instructional Scaffolding." *Wikipedia*. Wikimedia Foundation, 10 Nov. 2012. Web. 14 Dec. 2012.

City of Seattle, Department of Neighborhoods, Office for Education Division
Families and Education Levy

Request for Program Information
College and Career Readiness and Planning

Individual/Organization:

Pi Plus Tutors

Program:

College & Career Readiness

Budget Template

Table 1:

2013-2014 PERSONNEL COSTS					
Funding Level	# of Students Served	Requested Funding from School (\$)	Respondent's Funding and/or In-Kind Support (\$)	Total Cost (\$)	Note/Description
Base	30	\$48,000	\$0	\$48,000	5 PTE Tutors, .5 FTE Prog. Mgr/Site
Incremental	10	\$16,000		\$16,000	1.5 PTE Tutors

Table 2:

2013-2014 OPERATING COSTS					
Funding Level	# of Students Served	Requested Funding from School (\$)	Respondent's Funding and/or In-Kind Support (\$)	Total Cost (\$)	Note/Description
Base	30	\$6,000	\$0	\$6,000	Curriculum, snacks, supplies & misc. exp's
Incremental	10	\$2,000		\$2,000	Add'l curriculum, snacks & supplies

Table 3:

2013-2014 PERSONNEL AND OPERATING COSTS					
Funding Level	# of Students Served	Requested Funding from School (\$)	Respondent's Funding and/or In-Kind Support (\$)	Total Cost (\$)	Note/Description
Total Base		\$54,000	\$0	\$54,000	Personnel & operating costs
Total Incremental		\$18,000	\$0	\$18,000	Add'l personnel & operating costs
Grand Total	0	\$72,000	\$0	0	

City of Seattle, Department of Neighborhoods, Office for Education Division
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Request for Program Information
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Individual/Organization:

Pi Plus Tutors

Program:

College Test Prep

Budget Template

Table 1:

2013-2014 PERSONNEL COSTS					
Funding Level	# of Students Served	Requested Funding from School (\$)	Respondent's Funding and/or In-Kind Support (\$)	Total Cost (\$)	Note/Description
Base	30	\$30,000	\$0	\$30,000	3 PTE Tutors, .5 FTE Prog. Mgr/Site
Incremental	10	\$10,000		\$10,000	1 PTE Tutors

Table 2:

2013-2014 OPERATING COSTS					
Funding Level	# of Students Served	Requested Funding from School (\$)	Respondent's Funding and/or In-Kind Support (\$)	Total Cost (\$)	Note/Description
Base	30	\$6,000		\$6,000	Curriculum, snacks, supplies & misc. exp's
Incremental	10	\$2,000		\$2,000	Add'l curriculum, snacks & supplies

Table 3:

2013-2014 PERSONNEL AND OPERATING COSTS					
Funding Level	# of Students Served	Requested Funding from School (\$)	Respondent's Funding and/or In-Kind Support (\$)	Total Cost (\$)	Note/Description
Total Base		\$36,000	\$0	\$36,000	Personnel & operating costs
Total Incremental		\$12,000	\$0	\$12,000	Add'l personnel & operating costs
Grand Total	0	\$48,000	\$0	0	